

Government Efficiency and Accountability Review (GEAR)

GEAR06 Board Meeting
January 9th 2018



<https://gear.delaware.gov/>

Agenda

30 min

1. Introductions
2. 2018 Opening Comments by Secretary Geisenberger
3. Old Business
 - Review/approve minutes
 - 2018 GEAR Board meeting schedule
 - GEAR team update
4. New business
 - Simplified Progress Reporting

90 min

5. Deep Dive
 - DTI Centralization Project
 - Opportunities in Education
6. Open Topics discussion -- Board
7. Public Comment
8. Adjourn



Opening Comments

Opening comments by Sec. Geisenberger



Old Business

**Review/Approve Minutes from
prior Board meeting**



Old Business

2018 GEAR Board Schedule

Tuesday, January 9, 2018
10:00 a.m. to 12:00 p.m.
New Castle County

Wednesday, March 14, 2018
8:00 a.m. to 10:00 a.m.
Dover

Tuesday, May 15, 2018
10:00 a.m. to 12:00 p.m.
New Castle County

Wednesday, July 11, 2018
8:00 a.m. to 10:00 a.m.
Dover

Tuesday, September 18, 2018
9:00 a.m. to 11:00 a.m.
New Castle County

Wednesday, November 14, 2018
8:00 a.m. to 10:00 a.m.
Dover



Old Business

GEAR Team Update

- 2017 Annual GEAR report published
- Governor press announcement
- Designed simplified progress tracker (“4-Blocker”)
- Teams completed 4-blockers
- Added GEAR News section to web site
- Active in Education Task Force Finance and Structure subcommittees
- Complete pivot of Pew resources to DHSS substance abuse
- Developing GEAR public input management process



Government	Percentage
Current government	85%
Previous government	15%

Employee and Public Input

- 233 responses as of January 5th
- Input reviewed daily for security-related matters
- Process for managing messages of concern agreed with DSHS/DSP
 - DSHS/DSP point-of-contact to serve as Liaison to be assigned
- Will commence routing input to relevant Focus Area teams and/or Agency leads for action



New Business

Simplified Progress Reporting

- New reporting template – the 4-Blocker
 - Simplify progress reporting
 - Minimize rework
 - Identify areas where Board support is required
 - Inform employees and public of GEAR progress
- Submit completed 4-Blocker no less than two days before GEAR Board meeting
- Posted to GEAR website
- Addresses our requirements for transparency



New Business

FOCUS AREA NAME
Mission Statement

Objectives	In Progress
Objectives and Scope	Current Activities and Recent Achievements
Next Steps (Future Activities)	Challenges (Issues and Risks effecting your effort)
Upcoming Activities	Issues and Risks



New Business

Example:

INFORMATION TECHNOLOGY

Objectives and Achievements	In Progress
<p><u>Objective:</u> Development of a Statewide IT Centralization strategy and plan based on a deep analysis of the current state and industry benchmarking by a proven consulting firm.</p> <ul style="list-style-type: none"> This includes: developing baselines for IT expenditures, needs, true cost of ownership, governance, and benchmarking to ensure scalability for sustainability. <p><u>Achievements:</u> After consulting with other States and evaluating national vendors PSCI/EXCIPIO was selected in late November 2017 followed by the execution of a contract and detailed statement of work.</p>	<ul style="list-style-type: none"> Project planning steps, scheduling meetings and identifying appropriate Subject Matter Experts (SME) for the 12-week exercise January 8, 2018: Executive Kick-Off <ul style="list-style-type: none"> DTI Leadership January 9, 2018: GEAR presentation and update Tentative SME Kick-Off week of January 16th <ul style="list-style-type: none"> Agency Staff Communication plans
Next Steps (Future Activities)	Challenges (Issues and Risks effecting your effort)
<p>Initiate a comprehensive IT assessment in collaboration with PSCI/EXCIPIO and all state agencies:</p> <p><u>Methodology:</u></p> <ul style="list-style-type: none"> Kick-off meetings (Q1, 2018) Data collection: compile state IT enterprise info (spend, assets, staff) Discovery: on-site interviews (technical, business, financial) Analysis: technical, financial evaluation and risk assessment Validation: joint review process, strategy, recommendations (Q2, 2018) Final Presentation: Exec summary, financial metrics, process & risk management recommendations (Q3, 2018) <p><u>Deliverables:</u></p> <ul style="list-style-type: none"> Technology operations current state: review of operations, network, end user services and staffing metrics, current costs and short-term savings/recommendations Benchmarking of current state: financial/resource baseline comparison Future state strategy recommendations: projected optimization & requirements Road Map: strategic high level plan for Future State 	<ul style="list-style-type: none"> Agency participation during all phases will be crucial to this projects success. <ul style="list-style-type: none"> Prioritizing time and allocation of resources will require significant coordination. Requires the support and participation of select resources in all State agencies IT and Fiscal roles during the following phases <ul style="list-style-type: none"> Data Collection Discovery Validation

New Business



- Dedicating second hour of GEAR meeting to an in-depth review of focus area topics
- 1-2 Deep Dive topics per Board meeting
- Emphasis is on developing cross-agency connections and requesting Board assistance
- Today:
 - IT Centralization
 - Education

New Business

2018 Deep Dive Order

(Proposed – need your input)

Tuesday, January 9, 2018

Education / Information Technology

Wednesday, July 11, 2018

Information Technology /
Human Resources

Wednesday, March 14, 2018

Criminal Justice / Financial Services

Tuesday, September 18, 2018

Education / Financial Services

Tuesday, May 15, 2018

DHSS & Health Care

Wednesday, November 14, 2018

Public/Private Partnerships /
DHSS & Healthcare



Deep Dive

IT Centralization

Deep Dive

Education

- **Open topics Discussion – Board**
- **Public Comment**

Adjourn

